

Delaware Council on Real Estate Appraisers EXPERIENCE LOG

Instructions

- When you submit your *Experience Log* to the Council, your supervisor must also complete and submit the [Verification of Real Estate Appraiser Supervision](#) form which is part of the Appraiser Trainee application form and also available online.
- Complete a separate *Log* for work performed under each certified *supervising* appraiser.
- Use the following guidelines to complete the *Log*.

1. Print name of appraiser.
2. Write appraiser's Delaware license number in space provided.
3. Print name of the *certified supervising* appraiser.
4. Write *certified supervising* appraiser's Delaware license number in space provided.
5. List client and property address. ***Include the city, state and zip code.***
6. Enter whether land is improved (I) or unimproved (U).
7. Enter type of property using these abbreviations:

RES = Residential	APT = Apartment Complex
IND = Industrial Property	COM = Commercial Property
MF = Multi-Family	SP = Special Purpose Property
OFF = Office Building or Complex	

8. Enter purpose of appraisal using these abbreviations.

M = Mortgage
S = Sale
E = Estate
O = Other
D = Divorce

9. Enter date of inspection in Month/Day/Year format.
10. Print the initials of the person contributing to each category as follows:
11. The appraiser should initial the white areas under each category, and the supervising appraiser should initial the gray areas.
12. Enter the total hours spent appraising the properties listed on the page/
13. The appraiser and the Delaware *certified supervising* appraiser must both sign and date each log sheet.

Delaware Council on Real Estate Appraisers EXPERIENCE LOG					Inspected by	Neighborhood Analysis and Description	Site Analysis and Description	Improvement Description	Highest and Best Use Analysis	Market Data Research	Income Approach	Cost Approach	Market Approach	Value Conclusion	Reconciliation and Conclusion	Sign Report	Estimate of Hours Involved
Appraiser Name:																	
Appraiser License #:																	
Supervising Appraiser:																	
Supervising Appraiser License#:																	
Client / Property Address City, State and Zip	Land is I or U	Type	Purpose	Date	The appraiser initials the first box. The supervising appraiser initials in the shaded box below the appraiser's initials.												
TOTAL APPRAISAL HOURS ON THIS LOG:																	

Appraiser Signature: _____ Date: _____

Certified Supervising Appraiser Signature: _____ Date: _____